

**CONFIDENTIAL**

24 December 1987

MEMORANDUM FOR: R. W. Manners  
Director, Foreign Broadcast Information Service

THROUGH: Chief, Engineering Support Group  
Chief, Personnel Branch

FROM: [REDACTED] 25X1  
Chief, Headquarters Engineering Division

SUBJECT: Out-of-Cycle Promotion for [REDACTED] 25X1

1. The purpose of this memorandum is to request that [REDACTED] be 25X1  
promoted to GS-7 as soon as possible. Lorie was bypassed during the last GS-6  
promotion cycle because of her transfer from Production Group to Engineering  
Support Group.

2. Lorie has 16 months time-in-grade (DOG 03Aug86) as a GS-6 and she is  
performing far beyond her present grade level as her performance and the  
attached special Performance Appraisal Report attest. It is therefore  
requested that [REDACTED] receive an out-of-cycle promotion to GS-07 at the 25X1  
earliest possible date.



25X1

Attachment: As Stated

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SUBJECT: Out-of-Cycle Promotion for

25X1

CONCUR:

\_\_\_\_\_  
Chief, Engineering Support Group

1/4/88  
Date

25X1

*Stan*   
\_\_\_\_\_  
Chief, Personnel Branch

1/5/88  
Date

25X1

APPROVAL:

*A/*   
\_\_\_\_\_  
Director, Foreign Broadcast Information Service

1/5/88  
Date

25X1

Distribution:

Orig. - Addressee

1 - C/ESG

1 - SA/CD

1 - C/PR

1 - HED  Personnel File)

25X1

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